



October 20, 2005

Reply to Attn of: TA-C3

TO: All Kennedy Space Center (KSC) Civil Service and Contractor Employees

FROM: AA/Director

SUBJECT: KSC Energy Conservation

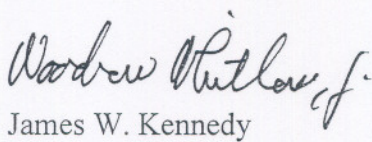
October is Energy Awareness Month. This year the Department of Energy selected the theme "Not in Use? Turn off the Juice!" This theme reinforces smart energy choices, reminding Federal workers to switch off unnecessary lights, unplug electrical equipment that drains energy even when not in use, use efficient Energy Star products, and take public transportation, vanpool, or carpool to work (where feasible). The campaign reinforces the commitment of the Federal Government to lead by example in smart energy management.

Reasons to conserve energy:

- We all have seen the ripple effect caused by the high prices of energy. We are paying more at the pump, our electricity rates are going up, and we are paying more for products and services. KSC has also seen increases in the cost of energy in the form of higher costs of electricity, natural gas, and fuel oil. Significant increases in electricity, natural gas, and fuel oil are expected in FY 2006, which will cost the Center over \$4.5 million in additional energy costs.
- The Energy Policy Act of 2005 requires all Federal agencies to reduce energy consumption per gross square foot in Federal buildings by 2 percent annually beginning in FY 2006. As stated by the Department of Energy, "Federal leadership is critical in reducing energy consumption and facilitating energy development, while simultaneously protecting the environment and conserving our natural resource legacy for future generations."
- President Bush issued a memorandum on September 26, 2005, for the Heads of Executive Departments and Agencies calling for energy and fuel conservation measures at all Federal facilities (Enclosure 1).

Everyone is responsible for improving energy efficiency in our day-to-day activities. At KSC, we are committed to lead by example in smart energy management. Regardless of your job function, please review your operations using the enclosed checklist (Enclosure 2) and ensure

you are as energy efficient as possible. If you have any suggestions or questions concerning energy management, please contact a member of the KSC Energy Working Group (Enclosure 3).


for James W. Kennedy

3 Enclosures

For Immediate Release
Office of the Press Secretary
September 26, 2005

Memorandum for the Heads of Executive Departments and Agencies

SUBJECT: Energy and Fuel Conservation by Federal Agencies

Residents of the Gulf Coast States affected by Hurricanes Katrina and Rita have lost loved ones, lost homes, and been displaced from their communities. The Federal Government will continue to assist victims of the hurricanes. Our priority is first to save, sustain, and protect lives and then to restore important infrastructure needed for recovery.

A key component of this Administration's hurricane response plan is to ensure that sufficient supplies of natural gas, gasoline, and diesel fuel are available throughout the country, including in those areas hardest hit by the hurricane, as well as in those areas served by refineries and pipelines originating in the affected areas. Already we have made available oil from the Strategic Petroleum Reserve (SPR) to refineries that are short on supplies of crude oil, and we will continue to monitor this situation and the use of the SPR. The Department of Energy has deployed personnel and is working with local power companies, local authorities, and State authorities to help get electricity functioning and to ensure the repair and continuity of oil and gas pipelines that may have been affected by power outages. In addition, the Environmental Protection Agency has issued temporary fuel waivers under the Clean Air Act, and the Department of Transportation has suspended "hours of service" rules for fuel tanker trucks to make additional supplies of gasoline and diesel fuel available in those areas of the country affected by the hurricane. However, it is important that the Federal Government lead by example and further contribute to the relief effort by reducing its own fuel use during this difficult time.

Therefore, I hereby direct the heads of executive departments and agencies (agencies) to take appropriate actions to conserve natural gas, electricity, gasoline, and diesel fuel to the maximum extent consistent with the effective discharge of public responsibilities. All agencies should conserve fuel so we can reduce overall demand and allow extra supplies to be directed towards the hurricane relief effort. In particular, agencies should temporarily curtail non-essential travel and other activities that use gasoline or diesel fuel, and encourage employees to carpool, telecommute, and use public transportation to reduce fuel use. Federal agencies should also take action to conserve natural gas and electricity during periods of peak consumption by shifting energy-intensive activities to non-peak periods wherever possible and by procuring and using efficient Energy STAR-rated energy intensive appliances and products.

In addition, agencies should review their existing operating and administrative processes and conservation programs and identify and implement ways to reduce overall fuel use. Agencies should report to me, through the Secretary of Energy, within 30 days from the date of this memorandum on the fuel conservation actions taken. Agencies shall take these and other appropriate energy and fuel conservation actions using existing budget authority.

GEORGE W. BUSH

Enclosure 1

Energy Conservation Checklist

NASA Energy Mission Statement: Improving energy efficiency to save taxpayer dollars, reduce emissions contributing to air pollution and global climate change, and conserve precious natural resources for future generations.

KSC Policy: Energy efficiency is everyone's responsibility. All KSC organizations shall comply with federal requirements and perform day-to-day activities as energy efficiently as possible.

Equipment & lighting (computer, copier, fax machine, coffee pot, radio, fan, TV, etc.)

- Turn off when not in use. Enable equipment auto-off features (for computers, contact your support personnel for assistance as needed). "Off" is better than "standby" or "sleep" mode.
- Turn off monitor, lights, and appliances when you leave room for meeting, lunch, etc.
- Turn off computer and peripherals at end of work shift. If workstation must remain on, ensure monitor is off and computer is locked (contact your computer support personnel for assistance as needed).
- Turn off display and decorative lights after work hours.
- Minimize printing and copying. Print and copy on both sides of paper. For 3 copies or less, use printer; for more, use copier. Inkjet printers consume 30 times less power than laser.
- Place trouble calls if you see wasteful operations of automatic lights and equipment.
- If natural and task lighting is sufficient, turn off general overhead lights.
- Consider life-cycle cost effectiveness when designing and purchasing equipment and facilities-cheaper up front might not be cheaper in the long run.
- Maintain equipment and facilities for efficient performance.

Facility heating and cooling

- If heating/cooling run unnecessarily outside occupied hours, place trouble call to change control schedule.
- If temperature is uncomfortable, place trouble call to have your thermostat properly adjusted or malfunctioning equipment repaired.
- Keep windows and doors to outside closed in heated and air-conditioned areas.
- During cooling season, close window coverings to block direct sunlight. During heating season, open window coverings to let direct sunlight in or, if no sunlight, close to trap heat.
- Dress appropriately for season.

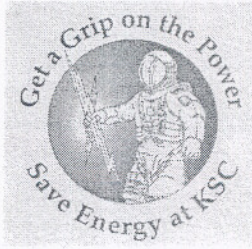
Travel

- Telecon, walk, or ride the shuttle bus.
- Carpool and plan vehicle routes to minimize distance.
- Drive conservatively. Don't idle engine when parked.
- Use alternative-fueled vehicles, when available.
- Use stairs instead of elevators whenever possible.

Living environmentally friendly

- Reduce/reuse/recycle, and buy/use recycled and recyclable products.

- Use reusable products (not disposable). Return excess office supplies to supply service centers.
- Use water sparingly, especially hot water.
- Place trouble calls to report water leaks and other waste.



Energy Conservation Letter, 10/05

KSC Energy Working Group Roster, 9/26/2005

Organization	Primary Contacts	Mail Code	Phone	Additional Participants
PROGRAMS & SUPPORT CONTRACTORS				
GSFC STDN Tracking Station	Gary Morse	MILA	867-3514	
Near Earth Networks Service Contr (Honeywell)	Roscoe Johnson	MILA	867-4414	John Bailey, 867-3515
Launch Services Program	Brent Seale	VA-E	867-4782	
Life Sciences	Scott Vangen	YA-E4	867-6144	
Life Sciences Support Contractor (Dynamac)	Robert Henry	DYN-3	861-2023	
Shuttle Processing	Chris Iannello	PH-J	861-3276	Manny Cabrera, John Key
Space Flight Operations Contractor (USA)	Ray Coffman Larry Wilson	USK-T19 USK-309	264-8276 861-2331	Rick Gray, Bo Roosa
Spaceport Services (KSC-wide and Institutional role)	Harry Plaza KSC Energy Manager, EWG point of contact	TA-C3	867-8414	Sam Ball, Diane Callier, Ernie Camacho, Frank Der, Eric Dirschka, Ellen Dozier, Traci Just, Don Minderman, Hein Nguyen, John Ryan, Tommy Sizemore, Burt Summerfield, Dung Trang, Ping Yu, Krista Shaffer, Mario Busacca, Gail Villanueva
Joint Base Operations and Support Contractor (SGS)	Ruth Ann Strunk	SGS-636	867-8199	George Broyles, Gerald Green, Jim Hall, Joe Horvath, Leon McGovern, Roy Jonas, Florie Raffaele, Kevin Riley, Richard Buckman, Craig Willis, Gerald Geraneo, Mike Rector
Space Station/Payload Processing	Alberto Silva	UB-I	867-6027	Juan Torres-Vega
Checkout, Assembly, & Payload Processing Svcs (Boeing)	Doug Thom	7210-C300	867-0014	John Clark
ENABLING ORGANIZATIONS				
Cape Canaveral Spaceport Mgmt. Office	Dan Malles	JP	476-	Sharon Cadwell, Jose Lopez

			4050	
Chief Counsel	Geoff Swanson	CC-A	867-8317	
Chief Financial Officer	Shermane Martino	GG-C-C1	867-3539	
Information Technology and Comm. Services				
Procurement	Donna Rafferty	OP-AM	867-7308	Leslie Solum
Spaceport Engineering & Technology	Thomas Brauer	YA-E1	861-7373	
USTDC (ASRC Aerospace)	Susan Davis	ASRC-6	867-9439	
EXTERNAL PARTNERS				
45 th Space Wing	Melanie Clegg	45CES/CE L	853-0925	Corey Cooper
Florida City Gas	Joe Pankratz	Off-site (305)	835-3616	Joe Hoyt (404) 584-3118
Florida Power & Light	Ed Anderson	Off-site	726-4943	Mike Philo 726-4966, Henry Healey 452-2173
General Services Administration	Rod Stilwell	4FF-6	867-4906	
Visitor Complex (Delaware North Park Services)	Suzanne Larson	DNPS	449-4391	